

JOB SEARCH WORKSHOP 2006

Department of Workforce Services

162 North 400 East

St. George, UT 84770

(No charge to attend. No children allowed)

Two-day comprehensive workshop to include:

Self-Assessment

Master application

Resume

Interview questions

Appearance

Job search techniques

Job retention

Classes will be taught Tuesdays and Wednesdays, 9:00 am – 4:30 pm

On alternating weeks.

To reserve your place,

call Brenda at 986-3521 or Lynette at 986-3530

At least 80 points must be earned to complete the workshop.

20 points	Arrive on time each day
10	Have a 305 or resume on first day
20	Dressed appropriately to interview
20	Attend 2 full days
10	Complete Master application
10	Complete Resume
10	Classroom participation

MONDAY MORNING JOB CLUB

9:00 am – Noon

Held every Monday except holidays

Open entry / Open exit

Topics covered: Work ethic, workplace behavior, meeting employer's expectations, dealing with stress, teamwork, budgeting, life management skills, etc.